

**STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION**

**STATE PATROL INSPECTOR
CLASSIFICATION SERIES**

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under Wis. Admin. Code ER 2.04 for making classification decisions relative to present and future State Patrol Inspector positions located in the Wisconsin Department of Transportation in the Division of State Patrol. Positions allocated to this classification are responsible for the enforcement of and compliance with state and federal laws and administrative rules and regulations relating to the operation of motor carriers, school buses and other vehicles for a majority of the time. This classification specification is not intended to identify every duty which may be assigned to positions allocated to this classification series, but is intended to serve as a framework for classification decision making in this occupational area.

Classification decisions must be based on the “best fit” of the duties within the existing classification structure. The “best fit” is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the class concepts and definition of this specification or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of represented positions; job evaluation guide charts, standards or factors; statements of inclusion and exclusion; licensure or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

This classification encompasses positions that serve as sworn law enforcement officers in the Department of Transportation, Division of State Patrol, who are responsible for enforcement of state traffic and criminal laws, administrative rules and regulations, with primary emphasis on safety and preservation at permanent scale sites, mobile scale sites, highways and businesses for a majority of the time.

C. Exclusions

Excluded from this classification are the following:

1. Positions that meet the statutory definition of supervisor or management as defined in s. 111.81(19) and (13), Wis. Stats., as interpreted and administered by the Wisconsin Employment Relations Commission.
2. Positions which are responsible for the enforcement of state traffic and criminal laws, administrative rules and regulations, with primary emphasis on highway safety and preservations for a majority of the time and are more appropriately classified as State Patrol Trooper;
3. Law enforcement positions not located in the Department of Transportation;

4. Positions that do not have arrest powers;
5. All other positions which are more appropriately identified by other classification specifications.

D. Entrance and Progression Through this Series

Employees enter positions within this classification series by competition. Progression through this series is by reclassification through each level as the requisite amount of sworn law enforcement training and experience within the Division of State Patrol are met. The objective level of this series is State Patrol Inspector. Time counted at each level may be as a State Patrol Inspector or State Patrol Trooper or a combination of the two classifications.

II. DEFINITIONS

STATE PATROL INSPECTOR 1

This level is the entry level that employees are placed in upon hire into the Wisconsin State Patrol Academy. Employees remain at this level until they have completed at least six months with the Wisconsin State Patrol in this classification, or the classification of State Patrol Trooper, and have met all requirements to be sworn in as a law enforcement officer in the State of Wisconsin. Employees at this level are under close supervision.

STATE PATROL INSPECTOR 2

This level is the training level for employees serving probation. Employees will be classified at this level only after successful completion of State Patrol Inspector/Trooper level 1 and will remain at this level for the remainder of the required two year probationary period. Employees at this level are under limited supervision.

STATE PATROL INSPECTOR 3

This level serves as the developmental level for positions that have completed the required two year probationary period as a State Patrol Inspector/Trooper. Employees will remain at this level for a minimum of 24 months. Positions exercise statutory arrest authority and are responsible for enforcement of state laws, administrative orders, and regulations relating to the operation of motor carriers, school buses, and other vehicles at permanent scale sites, mobile scale sites, highways, businesses, etc. Employees at this level are under limited progressing to general supervision.

STATE PATROL INSPECTOR 4

This level serves as an intermediate level for positions that have successfully completed State Patrol Inspector/Trooper level 3. Employees at this level will have a minimum of 48 months experience in this series as a State Patrol Inspector and/or State Patrol Trooper. Employees will remain at this level for a minimum of 24 months. Positions exercise statutory arrest authority and are responsible for enforcement of state laws, administrative orders, and regulations relating to the operation of motor carriers, school buses, and other vehicles at permanent scale sites, mobile scale sites, highways, businesses, etc.. Employees at this level are under general supervision.

STATE PATROL INSPECTOR 5

This serves as a level for positions that have successfully completed a minimum of 72 months experience in this series as a State Patrol Inspector/Trooper. Employees will remain at this level for a minimum of 24 months. Positions exercise statutory arrest authority and are responsible for enforcement of state laws, administrative orders, and regulations relating to the operation of motor carriers, school buses, and other vehicles at permanent scale sites, mobile scale sites, highways, businesses, etc.. Positions at this level perform the duties identified at the State Patrol Inspector level as listed below. Employees at this level are under general supervision.

STATE PATROL INSPECTOR 6

This serves as a level for positions that have successfully completed a minimum of 96 months experience in this series as a State Patrol Inspector/Trooper. Employees will remain at this level for a minimum of 24 months. Positions exercise statutory arrest authority and are responsible for enforcement of state laws, administrative orders, and regulations relating to the operation of motor carriers, school buses, and other vehicles at permanent scale sites, mobile scale sites, highways, businesses, etc.. Positions at this level perform the duties identified at the State Patrol Inspector level as listed below. Employees at this level are under general supervision.

STATE PATROL INSPECTOR

This is the objective level for State Patrol Inspectors that all employees in the series can reasonably expect to obtain. Positions at this level have successfully completed a minimum of 120 months as a State Patrol Inspector and/or State Patrol Trooper. Employees at this level are under general supervision.

Positions exercise statutory arrest authority and are responsible for enforcement of state laws, administrative orders, and regulations relating to the operation of motor carriers, school buses, and other vehicles at permanent scale sites, mobile scale sites, highways, businesses, etc.. Positions weigh trucks and other vehicles to insure compliance with state weight laws and license laws, scan vehicles for safety compliance and equipment requirements and conduct detailed inspections of documents and records related to leasing, registration, tax, and operator license requirements. Positions take enforcement action for traffic violations and crimes observed, including issuance of warnings, citations, or effecting an arrest. Positions perform any law enforcement actions necessary to create an atmosphere of individual and public safety, as well as to preserve the State of Wisconsin's highways. Activities include but are not limited to operating patrol vehicle in all conditions; apprehending vehicles required to stop at scales when they fail to do so; conducting Motor Carrier Safety Assistance Program (MCSAP) inspections on trucks and buses as well as driver requirement inspections; inspecting hazardous materials carriers to determine compliance with packaging, marking, labeling, and placarding of transport vehicles; conducting post accident inspections; and conducting interviews, reviewing drivers logs, vehicle maintenance records, etc.; annually inspect school buses; offer assistance to motorists and the public; performing emergency services; responding to man-made or natural disasters; representing the state in job related civil or criminal judicial processes; collecting and preserving evidence; reconstructing traffic incidents and accidents; preparing reports and documenting actions; serving arrest warrants and transporting prisoners; providing presentations to schools, public service organizations or other community groups; directing traffic at special events; assisting other agencies and promoting the interest of law enforcement and the citizens of Wisconsin at all times.

III. QUALIFICATIONS

The qualifications required for these positions will be determined at the time of recruitment including a comprehensive review of the Wisconsin Law Enforcement Standards Board requirements. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

IV. ADMINISTRATIVE INFORMATION

This classification specification and series was created effective August 9, 2015 and announced in bulletin DPM-0404-CC/SC. Positions that were formerly classified as State Patrol Inspectors in a one level classification, which was abolished, were reallocated on the same date to this classification series. Initial assignment to this classification was announced and implemented effective August 9, 2015 and announced in bulletin DPM-0404-CC/SC.

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